

Sound Transit policy and assurances

Sound Transit assures that no person shall on the grounds of race, color or national origin, as provided in Title VI of the Civil Rights Act of 1964 and related statutes, be excluded from participation in, or be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which Sound Transit received federal financial assistance.

Public involvement

Sound Transit strongly supports ongoing and proactive public involvement at all stages of planning and project development. Sound Transit continuously improves access to information and provides stakeholders with meaningful opportunities for inclusion.

Title VI, along with key environmental and transportation legislation,



emphasizes the need for early engagement of affected parties during the transportation decision-making process. Special consideration is given to reaching and involving the traditionally underserved, such as minority, disabled, Limited English Proficient and other populations facing barriers to information access.

Title VI & environmental justice

Executive Order 12898 (Federal Actions to Address Environmental Justice in Minority Populations and Low Income Populations) requires that agencies achieve environmental justice by identifying and addressing disproportionately high and adverse human health and environmental effects of their programs, policies and activities on minority populations and low income populations.

Sound Transit incorporates the principles of environmental justice into its policies,



planning and project development to ensure that there are no inequitable impacts on minority and low-income groups throughout the Puget Sound region.

Who is a Limited English Proficient person?

A Limited English Proficient (LEP) person does not speak English as the primary language and has a limited ability to read, speak, write or understand English.

Executive Order 13166 requires recipients of federal assistance to ensure that LEP persons are provided meaningful access to services that are normally provided in English.

Sound Transit provides language assistance services, such as translation and interpretation services, about critical transit services and programs to people regardless of their level of English proficiency.



How to file a Title VI complaint

If you feel you have been subjected to discrimination in employment or contracting opportunities because of race, creed, color, or national origin, you may file a complaint with Sound Transit, the Federal Transit Administration (FTA) and/or the US Department of Transportation.

A complaint with Sound Transit must be filed in writing within 180 days of the alleged discriminatory act, unless time for filing is extended by Sound Transit or the FTA. The complaint form along with a copy of the complaint procedures is available at Sound Transit, Diversity Programs Office, Union Station, 401 S. Jackson St., Seattle, WA 98104-2826; telephone 206-689-4914.

The complaint should include:

- your name, address and telephone number. If you are filing on behalf of another person, include their name, address, telephone number and your relation to that person (friend, attorney, parent, etc.)

- the name and address of the agency, institution or office you believe discriminated against you
- the names of any persons whom you allege discriminated against you, if know them
- your signature
- a description of how, why, when you believe that you were subjected to discrimination. Include as much background information as possible about the alleged act(s) of discrimination.

What will Sound Transit do with my complaint?

Upon receipt of the formal complaint, Sound Transit's Diversity Programs Office (DPO) will determine the jurisdiction, acceptability, need for additional information, and investigative merit of the complaint. The DPO will decide the course of action for the complaint. The DPO may consult with the legal counsel in making the determination of jurisdiction, acceptance and investigative merit. In most cases, you will be notified in writing of such determination within fifteen (15) working days of receipt of the complaint.

Non-retaliation

Anyone who files a Title VI discrimination complaint with Sound Transit and any witnesses who provide statements or persons who assist in the investigation—whether or not a violation of Title VI is found—shall suffer no retaliation or reprisal by Sound Transit, its employees or agents, those affiliated with, those doing business with, representing or acting on behalf of Sound Transit (including but not limited to contractors, consultants, subcontractors and subconsultants, vendors, suppliers and providers of service). Anyone claiming to be aggrieved under this section may also file a Title VI discrimination complaint with Sound Transit.

Discrimination Complaint Form

Complaints shall be addressed as follows:

Title VI Complaint
Sound Transit Diversity Programs Office
Union Station
401 S. Jackson St.
Seattle, WA 98104-2826
Phone: 206-689-4914

